



City of Seat Pleasant

Office of the City Administrator

A CITY OF EXCELLENCE SMART CITY

“Seat Pleasant offers Smart City Services that is better, faster and personalized making it a City for Me using information and communication technology, with the internet of things”

Department Name Administration

Date of Report February 25, 2017 Reporting Period 02/01 – 02/24/2017

Summarize significant department progress for the reporting period that is indicative of providing services that are better, faster and personalized.

The management team is very close to resolving the connectivity issues for public works. The accounts payable staff member was able to connect the internet and phone line for the public works director. It remains to be seen whether this connection will remain on. Mr. Carter is still working on the billing dispute issues in conjunction with the City Administrator.

The CDBG Grant Agreement has been completed for PY 42. This means that the Grant Coordinator and Public Works will issue a RFP for the street work repairs once a contractor has been selected. The streets included in this project are Grieg street, Addison Road to MLK; Carrington Place to Carrington Avenue; Booker Place to Carrington to Booker Drive; Soper Lane Adak Street to Carrington. The project includes curb, sidewalk repairs, and driveway aprons. Soper Lan and Adak to Carrington is sidewalk only. The grant award total \$100,000.

Automation of the finance office is scheduled to begin March 1 ,2017. Full automaton is anticipated to be completed within 90 days. The total estimated cost is \$40,000. This leave an approximate \$30,000 to be programmed elsewhere or returned to contingency as the council appropriated \$70,000 for this project.

As a “Community of Firsts”, the City of Seat Pleasant is the first Smart City in the Smart; the first municipality in the State of Maryland to incorporate Board Docs, the first municipality to create a Smart Buy Program which enables Millennials to buy affordable homes while at the same time eliminate student debt; the first municipality to create a housing trust program. We are currently researching to see if we are the first to create a revolving loan program.

Analyze department improvements that are needed and/or achieved based on the Smart City model.

Through all the city's first initiatives, citizens and new investors in this community are and will be empowered to accomplish their dream of first time homebuyer, first tie engaging in entrepreneurial projects; and educated about investment opportunities. The Economic Development Department has given numerous presentations about current and future endeavors promoting partnerships and financial funding.

Indicate problems identified, barriers encountered and solutions reached.

Streamlining the reporting mechanism for the finance office. The City Administrator directed the finance office and code enforcement to compete the reports and spreadsheets of all payments collected to date for rental licenses business licenses, business permits, vacant property registration, and court judgments to ascertain whether the city is on target in terms of revenue projection for FY 17. The two departments will compare data and determine whether there are any discrepancies.

Identify goals for the next reporting period.

Completion of the Budgeting for Outcomes document for FY 18 for submission to the City Council.

Examples of Goals

Goal _____% reduction in household consumable waste (based on statistics from refuse contractor)

Goal _____% increase in recyclables (based on statistics from refuse contractor)

Goal _____% increase in green initiatives (e.g., number of shredding events, trees planted, electric cars purchased/used, number of bags/pounds of leaves mulched, implementation of rain gardens, etc.)

Goal 50 _____% increase in educational/promotional/marketing events for residents re green initiatives (e.g., newsletter articles re composing trainings, use of rain barrels, etc.)

The Public Engagement Office is working diligently to improve marketing for the eat Pleasant Day Activities and all staff are engaged in promoting the event and obtaining additional vendors and attractions. The primary focus is to obtain complete funding through sponsorships.

Supporting Documentation: Source: Office of the City Treasurer

Revenue

Line Item _____

FY____ Budget (Previous Year)	FY ____Budget (Current Year)	FY ____Actual (Current Year)

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Expenditures

Line Item_____

FY_____ Budget (Previous Year)	FY _____Budget (Current Year)	FY _____Actual (Current Year)

Attachments: Photos, Newsletter articles, City of Seat Pleasant Green Team, etc.